

REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION

14

May 20, 2003

FROM: BARBARA HALSEY, INTERIM DIRECTOR
JOBS AND EMPLOYMENT SERVICES DEPARTMENT

SUBJECT: AMENDMENT NO. 1 TO CONTRACT 02-1228 WITH ADF NETWORK
CONSULTANCY, INC.

RECOMMENDATION: Approve Amendment No. 1 to Contract 02-1228 with ADF Network Consultancy, Inc. (ADF) to amend the performance requirement terms and the benchmark payment schedule.

BACKGROUND INFORMATION: On November 19, 2002, the Board of Supervisors approved a Welfare-to-Work (W-t-W) Special Projects training contract for long-term welfare recipients and non-custodial parents to receive certificated training and subsidized employment services in occupations of the water distribution industry. This innovative program is designed for eligible participants of the California Work Opportunity and Responsibility to Kids (CalWORKs) or the Department of Labor W-t-W to receive customized services to ensure that the participants move into economic self-sufficiency through employment in a demand occupation.

The current contract established a class size of at least 30 students. This ratio of students to instructor has proven to be inappropriate for a learning environment that requires intensive coursework and personalized instructor direction. Therefore, JESD is requesting that the performance requirements be amended to providing 20 participants the water supply technical training. The terms and conditions for the job readiness skills, supportive services, and job placement activities of the original agreement will remain the same. There is no change to the total amount of the contract, as the costs of the contractor remain the same for providing the specialized training.

This amendment will change the participant total from thirty (30) to twenty (20) participants and correspondingly adjust the benchmark payment schedule to reflect a cost per participant at the not-to-exceed contract amount of \$150,000.

REVIEW BY OTHERS: This Amendment was reviewed and approved as to form by County Counsel Regina A. Coleman, Deputy County Counsel on May 7, 2003; and by the County Administrative Office, Patricia M. Cole, Administrative Analyst III on May 9, 2003.

FINANCIAL IMPACT: There is no change to the not-to-exceed amount of \$150,000 for Contract 02-1228, which will be paid by Department of Labor Welfare to Work funds.

Record of Action of the Board of Supervisors

14

SUPERVISORIAL DISTRICT (S): All

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item and concurs with the department's proposal and recommends this action on the basis that the training services to be provided under this contract will be fully funded by Department of Labor funds that are not in jeopardy.

PRESENTER: Barbara Halsey, Interim Director, 433.3330.